

DIARY NOTES

Executive Director-Comptroller



9 September 1965

1. I asked Bob Bannerman to prepare an Agency notice for the Director's signature reminding all Agency employees that, when they are participating in policy meetings outside of the Agency, they must take the necessary steps to ensure that their participation reflects Agency policy, which in many cases can only be made by the Director.

2. I met with the Agency employees who are going to participate in our [ ] this year and thought the meeting went reasonably well. It did occur to me, however, that some of the recruiters asked questions or raised subjects which they should have raised earlier and which might have given to the others a feeling that the Director of Personnel is not very well organized in this effort. I spoke to both [ ] and Bob Bannerman about this with the hope that it will be corrected next year.

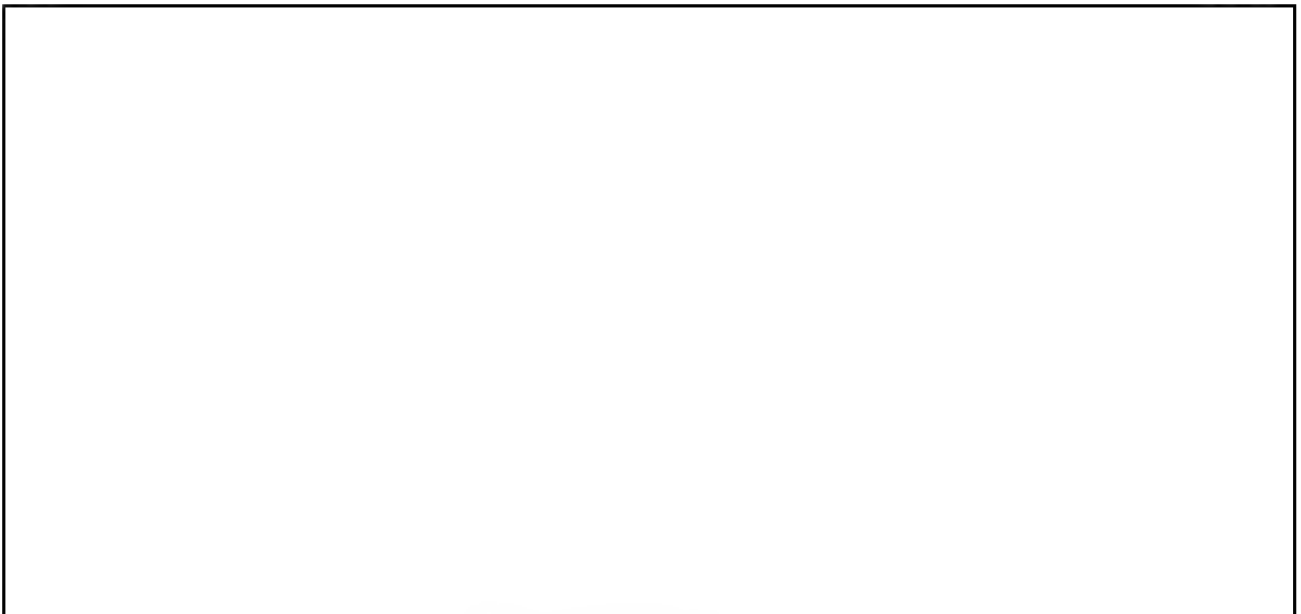
3. Matt Baird was in to talk with me about the Agency's presentations to the National Interdepartmental Seminar on 29 September. I agreed to make the presentation on the over-all mission and functions of the Agency.

4. I discussed with Matt Baird and Bob Bannerman their recommendation to suspend the Voluntary Language Training Program for one year. I told them that, in the first place, if they wanted to suspend the program as of 1 September, their memorandum making this recommendation should have been dated sometime earlier than 3 September. Secondly, I would like to get their recommendations on what we should do about our over-all Language Training Program of which the VLTP is only a part. Bob is going to take a look at the whole problem. I told him that it was perfectly all right to submit another recommendation to suspend the VLTP after he had considered it further.



6. John Bross telephoned to say that they were having some difficulty putting together the annual report for the President's Foreign Intelligence Advisory Board and that he might need some help. He wanted nothing more at the moment than to alert me to the possibility.

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Approved For Release 2004/03/25 : CIA-RDP80B01676R001700100038-4

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LAST MONTH							SEPTEMBER—1965							NEXT MONTH						
AUGUST							Sun	Mon	Tue	Wed	Thu	Fri	Sat	OCTOBER						
1	2	3	4	5	6	7			1	2	3	4								
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23
29	30	31					26	27	28	29	30			24	25	26	27	28	29	30
														31						

8:45

9:00

*Executive Committee*

9:15

9:30

9:45

10:00

*Kent*

10:15

10:30

10:45

11:00

11:15

11:30

11:45

12:00

12:15

12:30

12:45

*Briefing Session for "100  
Unilateral Program"  
GA-13*

*Boind - re NIS speaker*

1:00

1:15

1:30

1:45

2:00

2:15

2:30

2:45

3:00

3:15

3:30

3:45

4:00

4:15

4:30

4:45

5:00

5:15

*w/ Clarke - re FY'67 budget  
mtg. w/ DCI on 13 Sept.*

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